

**IDAHO BOARD OF LANDSCAPE ARCHITECTS**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Board Meeting Minutes of 7/30/2019**

**BOARD MEMBERS PRESENT:** Jon F Breckon - Chair  
James H Opdahl

**BUREAU STAFF:** Kelley Packer, Bureau Chief  
Nicholas Crema, General Counsel  
Dawn Hall, Deputy Bureau Chief  
Rob McQuade, Legal Counsel  
Pam Rebolo, Board Specialist

**OTHERS PRESENT:** Doug Russell, Idaho-Montana American Society of  
Landscape Architects Chapter

The meeting was called to order at 9:00 AM MDT by Jon F Breckon.

**APPROVAL OF MINUTES**

Mr. Opdahl made a motion to approve the minutes of 4/9/19 and 5/7/19. It was seconded by Mr. Breckon. Motion carried.

**FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$111,906.57 as of 6/30/19.

**BOARD CONTRACT**

Mr. Crema reviewed the Board contract with members of the Board. Mr. Opdahl made a motion to accept the 2020 contract and authorize the Board chair to sign. It was seconded by Mr. Breckon. Motion carried.

**BOARD MEETING PROCEDURES TRAINING**

Mr. Crema presented training regarding Board meeting procedures.

**OLD BUSINESS**

The Board reviewed the To Do List and no action was taken.

## **NEW BUSINESS**

### **IDAHO-MONTANA AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS CHAPTER (ASLA) UPDATE**

Mr. Russell stated that the Idaho-Montana ASLA annual Rendezvous conference held a three-day event earlier this year in Boise.

Mr. Russell reminded the Board that the new president for ASLA will take over in the Fall.

### **NEGOTIATED RULEMAKING UNDER THE RED TAPE REDUCTION AND LICENSING FREEDOM ACT EXECUTIVE ORDERS**

Ms. Packer explained to the Board that the current rules are temporary and need to be adopted. Mr. Opdahl made a motion to move to adopt the pending rules. It was seconded by Mr. Breckon. Motion carried.

## **APPLICATION PROCESS**

The Board discussed the process of reviewing and approving completed Landscape Architect in Training applications between Board meetings. Mr. Opdahl made a motion to have the Board chair review, and approve applications for Landscape Architect in Training in between Board meetings. It was seconded by Mr. Breckon. Motion carried.

## **CONFERENCE UPDATES AND ATTENDANCE**

Mr. Opdahl made a motion to approve travel and expenses for one Board member and one Bureau staff person to attend the annual Council of Landscape Architect Regional Boards (CLARB) conference September 26-28 in St. Louis, Missouri. It was seconded by Mr. Breckon. Motion carried.

## **EXECUTIVE SESSION**

Mr. Opdahl made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. It was seconded by Mr. Breckon. The vote was: Mr. Opdahl, aye; and Mr. Breckon, aye. Motion carried.

Mr. Opdahl made a motion to come out of executive session. It was seconded by Mr. Breckon. Motion carried.

## **APPLICATIONS**

Mr. Opdahl made a motion to approve the following for licensure:

Sarah Adamson	LA 16872
Kevin Leamy	LA 16868
Sean Conner	LA 16870

It was seconded by Mr. Breckon. Motion carried.

Mr. Opdahl made a motion to approve the following for Landscape Architect In Training. Mr. Breckon disclosed that the following applicants are employed by his firm:

Trevor Hawkes	LAIT 16871
Neha Pokhrel	LAIT 16865

It was seconded by Mr. Breckon. Motion carried.

**NEXT MEETING** was scheduled for 9/10/19 at 9:00 AM MDT.

## **ADJOURNMENT**

Mr. Opdahl made a motion to adjourn the meeting at 10:55 AM MDT. It was seconded by Mr. Breckon. Motion carried.

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Jon F Breckon, Chair

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James H Opdahl

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Kelley Packer, Bureau Chief